



Hannah Hepworth

Proper Officer / RFO Goxhill Parish Council Report July 2024

The following have been completed in June 2024.

June 2024 Full Parish Council Meeting:

- Planning – the comments have been added to the portal.
- General correspondence – general correspondence has been replied to
- The Community Café has been advertised on the GPC Facebook
- Katrina Favell’s declaration of interests has been sent to Democratic Services
- NLC have been asked for an update on the Community Event Feedback; emails have confirmed the booking for 11th July and NLC have confirmed they will advertise this
- The GPC meeting has been advertised on Facebook

Finance :

- The Internal Audit information has been collated and sent to the internal auditor and his questions have been answered
- An extension was requested for the external audit
- The AGAR has been submitted to the external auditor within the timeframe with the supporting documentation requested
- Two extra ordinary meetings were held in June
- VAT for Quarter 4 has been received
- The bank form for signatories for the GPC account has been resubmitted

Playing Field:

- The gate works have been instructed
- I led an assembly at Goxhill Primary School to ascertain the children’s views on a nest swing
- The Community Grant is nearly completed for the Tom Thumb equipment
- The anti-social behaviour has been highlighted on Facebook

Cemetery:

- A burial and interment have taken place
- Burial records and forms have been completed

Millennium Green Trust

- There has been no response from the Charity Commission
- The DDay grant completed claim form has been submitted within the timescales
- The sustainable planting claim form has been submitted within the timescales

Other

I have completed the following training:

- Being a Good Councillor Part 2 and 3 with ERNLLCA
- The essentials of being a good employer
- Model Financial Regulations 2024

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2/7/2024